

MINUTES
HISTORIC PRESERVATION COMMISSION
Monday, September 11, 2017
City Hall, Room 310
4:15 p.m.

*****For more detailed information regarding the meeting, please see the meeting video on our website at <http://greenbaywi.gov/event/historic-preservation-commission-meeting-22/> and follow the time stamp listed on each item.***

NOTE: New Business items (Design Reviews) were taken before Communication items.

MEMBERS PRESENT: Ald. Mark Steuer, David Boyce, Roger Retzlaff, and Dennis Doucette

MEMBERS ABSENT: Susan Ley, Jeanine Mead and Patti Olson

ALSO PRESENT: Jason Flatt, Stephanie Hummel, John Hogan, Rick Wypiszynski, Jim O'Rourke, Don Heaster, John Fenner, Bill Meindl, Wendy Townsend and Brian Johnson

APPROVAL OF MINUTES:

Approval of the minutes from the August 14, 2017, June 12, 2017, HPC meetings and the July 26, 2017, HPC special meeting

A motion was made by R. Retzlaff and seconded by D. Doucette to approve the minutes from the August 14, 2017, June 12, 2017, HPC meetings and the July 26, 2017, HPC special meeting. Motion carried.

COMMUNICATIONS:

1. Request by Ald. Steuer to look at the feasibility and costs of a ground penetrating radar (GPR) to locate the exact site of the Old Fort Howard buildings. (14:20)

S. Hummel stated that staff's recommendation was to receive and place this item on file to note that the request has been received. In order to take action on this item, it would have to go before City Council to create the funding for it.

Ald. Steuer stated a lot of development has occurred on that site already and noted Ald. Wery had requested a half acre of the Larson Green property be set aside for a historic designation of the site. This site is the oldest piece of property in the state and some type of designation needs to be done to note its significant historic stature.

R. Retzlaff stated a resolution was passed identifying this site as a local historical property and any development would have to come before this Commission for review.

W. Townsend stated a developer is currently working on options for this property.

D. Boyce suggested placing a display window on the property showcasing what used to be on this site. The window could be interactive and change with input from residents of the City.

A motion was made by R. Retzlaff and seconded by D. Boyce to open the floor. Motion carried.

Jim O'Rourke, 2339 Oakwood Avenue, appeared and stated he's a realtor and history buff. He reported that ground penetrating radar cannot give conclusive evidence of where buildings may have been. Estimated costs is approximately \$2,500 for two acres and doesn't include an archaeology report which may cost \$2,500, but would provide a report on what types of structures that were found such as a foundation or chimney foundation. He encouraged scanning this site before any more development is made otherwise there won't be any proof that a fort ever existed. He offered to donate \$500 towards the scanning cost, as well as volunteering his time.

R. Retzlaff expressed concerns about scanning this area since it has been heavily cut and filled in numerous times over its history. There isn't a feasibility study based on its history and topography to determine if foundations can be found.

Bill Meindl, 125 W. Mission Road, Allouez, appeared and stated that last week the Mayor's Beautification Committee met and requested that the City spend \$5,000 for this ground penetrating radar survey. He stated he supports this recommendation and suggested it be done before any more development is made to the property. He also suggested approaching the developer, DDL Holdings, for the funding if the City won't pay for it, and recommended that Ald. Steuer set up a meeting with the developer to discuss this as soon as possible. If the developer doesn't want to fund the scan, then ask the Planning Committee or Redevelopment Authority (RDA) to fund it.

A motion was made by R. Retzlaff and seconded by D. Doucette to close the floor. Motion carried.

Ald. Steuer reported he would contact the developer and other interested parties to hold a special meeting to discuss funding of this operation.

R. Retzlaff inquired if there was any paperwork regarding this project to be received and placed on file. J. O'Rourke stated he could turn in copies of the scanning bids he received and maps of the property. R. Retzlaff suggested submitting a communication to the City Council requesting that the RDA and the Community and Economic Development Department give a presentation to this Commission in order for us to review what type of development is planned. He further stated that the site has already been designated as historic and the two departments should have already made a presentation but they ignored the option to do so.

S. Hummel reminded the Commission that once a site is designated historic the only requirement is that a building permit application has to come before them, not a site plan.

At this time, no site plan has been submitted or building permit applied for. R. Retzlaff stated that if a building permit is applied for it would be too late for them to have any influence; they would have already submitted plans and drawings in order to receive a permit. S. Hummel replied she was only reporting on what the ordinance regarding historical property states.

A motion was made by R. Retzlaff and seconded by D. Doucette to re-open the floor. Motion carried.

B. Meindl stated he has concerns with sending this funding request to City Council and wants the Commission to concentrate on discussing this with staff and the developer first.

A motion was made by R. Retzlaff and seconded by D. Doucette to close the floor. Motion carried.

Ald. Steuer proposed to have a special meeting with interested parties and City departments in order for them to present their facts, figures and maps in order for this Commission to make a proper decision.

A motion was made by Ald. Steuer and seconded by R. Retzlaff to hold a special meeting within two weeks with City staff, interested parties and property owners to clarify the historical integrity of the project. Motion carried.

OLD BUSINESS:

NA

NEW BUSINESS:

Design Reviews:

2. Consideration with possible action on a sign permit application for 153 N Broadway. (01:36)

Rick Wypiszynski, Color Tech, appeared and briefly described the sign.

Brian Johnson, On Broadway Inc., stated their design committee reviewed and approved the sign.

A motion was made by R. Retzlaff and seconded by D. Boyce to approve the sign permit application for 153 N Broadway. Motion carried.

3. Consideration with possible action on a detached garage at 826 S Quincy. (04:16)

John Hogan appeared and briefly described the garage design and stated they were undecided if it will have siding or stucco.

Recommendations were made that the owner considers a flat-flush material for cladding the garage and slope the soffit to match the character of house soffit.

A motion was made by R. Retzlaff and seconded by D. Doucette to approve a detached garage at 826 S Quincy. Motion carried.

4. Consideration with possible action on a building permit application for a new window opening at 1118 S. Monroe Avenue. (09:12)

Don Heaster appeared and stated at one time two windows were boarded up and he plans to open one of them back up. It will match the newly installed windows on the upper floor.

A motion was made by D. Boyce and seconded by R. Retzlaff to approve a building permit application for a new window opening at 1118 S. Monroe Avenue. Motion carried.

REPORTS:

5. Review August 2017 Building Activity Report (1:07)

A motion was made by R. Retzlaff and seconded by D. Doucette to receive and place on file the August 2017 Building Activity Report. Motion carried.

6. Review City Raze/Repair Orders and Demolitions (1:07:32)

A motion was made by R. Retzlaff and seconded by D. Doucette to receive and place on file the City Raze/Repair Orders and Demolitions. Motion carried.

INFORMATIONAL:

7. August 14, 2017, Meeting Follow-Up (1:08:40)

S. Hummel updated the Commission on the following items from last month's meeting:

D. Boyce had inquired if the date a permit was issued could be added to the report and it was clarified with the IT Department this change could be made; however, it would be a very time consuming job to do and they are in the midst of updating the website at this time. If the Commission finds it necessary to add a date to the report it may take a few months or longer to arrange this, as for now we will keep the report as is.

A quote is expected this week regarding the cost of plaques and there is enough money in the budget to cover the cost. R. Retzlaff suggested contacting the property owners to see if they would like a plaque before spending the money on them.

The City Attorney's Office was contacted regarding the loan program and advised since the City Council already directed where the funds go, only staff approval is necessary. A loan approval committee will be formed consisting of staff, with review by the HPC.

OTHER (1:12)

Ald. Steuer stated that Jeanine Mead has resigned from this Commission. He suggested nominating a resident of the Historic Astor Park area to become a member.

Ald. Steuer suggested September 25, 2017 at 4:15 p.m. as the date to hold the special meeting.

A motion was made by D. Doucette and seconded by R. Retzlaff to put in a communication to the City Council asking the City to pay the utility bill at the Northland Hotel. Motion carried.

NEXT MEETING DATE: Monday, October 9, 2017, 4:15 p.m.

ADJOURNMENT

A motion was made by Ald. Steuer and seconded by D. Doucette to adjourn at 5:44 p.m. Motion carried.